

Middlebury College
Faculty Handbook

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1949-50

MIDDLEBURY, VERMONT

Faculty Rules and Regulations

1. Course Organization and Credits

Credit Evaluation Unless otherwise designated in the catalogue, three credits are granted for all semester courses and six credits for all year courses. If, in the opinion of the department concerned, a semester course would have relatively little value unless followed by the second course intended to complement it, it is the responsibility of that department to indicate in the catalogue that credit will be given only upon completion of the second semester course. Each extra credit for laboratory courses is based on three hours of laboratory work. Credit for practical work in music is granted only when the practical work is accompanied or preceded by a theoretical course. Requests for changes in the credit value of a course or the laboratory requirements are submitted through the department and division chairman to the curriculum committee for recommendation to the faculty. Credit is not granted for the first semester of a beginning language until the second semester is passed. However, when a student is admitted to the second semester of such a course without having taken the first, credit is granted upon successful completion. To be eligible for a degree, a student must complete at least 120 credits or an average of 15 credits per semester. Only 24 semester hours of D grade are allowed to count for a degree.

Graduate Credits Graduate credits are granted during the academic year only in the departments of French and Chemistry, unless special exceptions are authorized by the committee on graduate work. All graduate students must be approved in advance by the committee and no student may be enrolled in courses until this approval is granted. No graduate transfer credits are allowed for courses which have already been applied to another degree and no

credit may be granted for correspondence courses unless approved by the committee on graduate work.

Undergraduate Transfer Credit Regular undergraduate transfer credit is approved by the dean of faculty and by the dean of men or dean of women. The veterans' affairs committee approves service transfer credit for veterans. No credit is granted for correspondence courses, except recognized USAFI courses for veterans. Students wishing to take courses at another institution for transfer to Middlebury are required to prepare in advance a transfer of credit form which calls for approval by the department chairman, the chief adviser, student adviser, and dean.

Introduction of New Major The appropriate procedure for the introduction of any new departmental major is referral to the curriculum committee for recommendation to the faculty. No new major will be instituted until it has had faculty approval.

Year Courses In order to lengthen a semester course to a year course, faculty approval is necessary. Likewise approval is needed to change an alternating course to annual status. In year courses no examinations will be scheduled at mid-years, although tentative semester grades must be turned in to the registrar's office. Final examinations in year courses will be scheduled for three hours. A year course may be dropped or entered at mid-years only with the approval of the administration committee.

Student Assistants and Class Supplies Undergraduates assisting in such academic work as correcting and reading papers and assisting in laboratories must first be approved by the chairman of the department and the dean concerned. The dean is also required to approve for the business manager the wage recommended by

the department. Orders for course or departmental supplies which are not obtainable at the book store are placed by the department chairman through the business manager's office.

2. Class Attendance and Meetings

Official Class Rolls A student is not officially enrolled in a course or section until the instructor has received a class card from the registrar. He may not be dropped from the official roll until a drop card, cancelling his registration, has been received from the registrar, and all absences must be reported to the dean until the card is received.

Student Attendance Requirements Underclassmen on the dean's list, as well as all seniors and juniors in good standing, have the privilege of voluntary class attendance. Freshmen and sophomores, except those on the dean's list, are required to attend all class and laboratory exercises, but no penalties are incurred for the first three unexcused absences in each course. No unexcused absence may be taken by any student from a preannounced test or on the day directly preceding or following a college holiday, vacation, or recess; nor may exchanges between sections of the same course be permitted on the day preceding or following a college recess unless the student has obtained approval of the dean.

Probation Students Students placed on academic probation are allowed no unexcused absences during the semester nor for the following semester if the penalty is incurred during the last four weeks of classes in the preceding semester. Underclassmen are placed on cut probation when they exceed the limit of three unexcused absences, when they incur unexcused absences from a preannounced test, or when they are absent without excuse on the day

directly before or after a holiday or recess. Any student may be placed on academic probation at any time during a semester when the deans receive reports that he has failing grades at the same time in two courses. Students are placed on academic probation at the end of a semester when they are not passing in at least 80 per cent of their credits and receiving grades of 70 or above in 60 per cent of their credits. Students who have an average of less than 70 at the end of a semester are also placed on probation. A list of students on probation is sent to instructors by the deans at the beginning of each semester. These students should be appropriately identified on faculty record books. The instructors are also notified if a student in his classes is placed on probation during the semester.

Reporting of Absences Faculty members are required to maintain accurate attendance records for all students. Only the following need be reported to the dean on class report forms:

1. *An accumulation of three unexcused absences and all subsequent single unexcused absences taken by freshmen and sophomores. Dates of absences should be shown. No absences for juniors or seniors not on probation nor for underclassmen on the dean's list need be reported unless they are doing unsatisfactory work.*
2. *Each unexcused absence taken by a student on probation.*
3. *Unsatisfactory work on the part of any student resulting from absences or other causes.*
4. *Any unexcused absence taken on the day before or after a holiday or recess.*

Authorized absences will be reported to the instructor either on individual absence forms by the student concerned or on weekly lists showing students who are participating in extracurricular activities. Such absences should be checked off as excused in the instructor's record books.

Penalties Any student on scholastic or cut probation who takes an unexcused absence will forfeit one credit for each unexcused absence. This applies to all college exercises, including chapel and laboratories. A student taking an unexcused absence from a preannounced test will be given a failure in the examination and may not be given a make-up by an instructor.

Half Cuts Students entering the class after the last bell rings or leaving before the period closes are given one half cut by the instructor.

Chapel Attendance Students are allowed three unexcused absences in daily chapel per semester as well as one unexcused absence in Sunday chapel. Instructors are not authorized to excuse absences from chapel.

Authorization of Absences Although instructors may frequently be consulted regarding reasons for student absences, only the deans and college nurses have authority to authorize cuts. A student assigned to a section or laboratory hour of a course is not permitted to substitute attendance at another section of such a course except for a necessary reason and then only by permission of the dean concerned. Faculty members who are directing extracurricular activities should submit to the deans' offices, not later than Friday morning of each week, the names of students who should be granted excused absences during the current week.

Auditors With the advance permission of the instructor and of the dean (in the case of any undergraduate), a student may attend a class regularly as an auditor, but he must take no part in the classroom exercises and make no demands upon the time of the instructor. A student auditing a course receives no college credit. Occasional visiting of classes is allowed by permission of the instructor. Members of the faculty, their wives, and persons regularly

employed in administrative offices are granted these privileges on permission of the instructor.

Class Meetings Instructors are required to commence and conclude classes promptly at the time and place scheduled. This regulation should be particularly observed on the day prior to and immediately following a college recess, at which time classes should be held for the full period scheduled. Nor should exchanges between sections be permitted on the day prior to and immediately following a college recess, unless the student has received the approval of the dean. In addition classes are not to be held out of doors unless the particular nature of the course necessitates it. Faculty members are requested not to schedule any required course meetings during chapel hour. The scheduling of evening classes requires advance approval of the curriculum committee. Individual requests by faculty members for changes in schedule must be referred to the faculty council. Any reservation for the use of a recreation room in the Student Union Building, or a recreation or living room of any dormitory, should be made through the social director. Reservations for the special use of rooms in Munroe Hall should be made through the secretary at Munroe. Reservations for the use of either the Chapel or the Old Chapel Room should be made through the president's office. Smoking is not permitted in classrooms and laboratories between 8:00 a.m. and 4:30 p.m. When an instructor is unable to meet a class, he is expected to submit to the president's office a form card giving the date, course, and a statement regarding the provision made for the class during his absence.

3. Student Advising

Assignment of Advisers and of Counselors Students are assigned faculty advisers in the department in which they plan to major. Normally the chairman of the department assigns advisers to the sophomore, junior, and senior majors, but if the chairman is not

available at the time the student is registering, the student may request another member of the department to serve as his adviser. Freshman counselors are assigned by the admissions office on the basis of the professed interests and aptitudes of the students. All freshman students will also be assigned to student counselors, selected primarily from the senior class. Preliminary suggestions will be given by these student counselors on choice of studies, although primarily their function is to help the freshman in his orientation to the problems of college life. Each faculty member is requested to post on his office door a schedule of his hours during the preregistration period. Advisers should always be on the alert to suggest that a student major in a different department from the one he has elected, if he obviously demonstrates that he is not making satisfactory progress because of lack of ability or aptitude. Advisers should also refer students to the college's testing and guidance bureau if continued lack of progress and direction are observed.

Freshman Counseling Freshmen are requested to register their choice of courses before entering college.

However, upon arrival they are required to discuss with their faculty counselors the program selected, and, during the first week of classes, changes may be made on recommendation of the counselor. Freshman counselors are furnished a list of those courses, in addition to the required courses of Contemporary Civilization and English Literature for Freshmen, which are open to first year students. During the first semester, freshman counselors are also provided with the results of a battery of interest and aptitude tests taken by each of their counselees. On approval of the veterans' affairs committee, older veterans with adequate preparation or pertinent experience may be permitted to take courses not regularly open to freshmen. Since the men's two semester physical education requirement is waived for veterans, freshman veterans majoring in physical education are specifically permitted to take advance courses in physical education if no prerequisites are required. Women, however, are required to complete four semesters of physical education.

Normal Program The normal program of study for each student is four or five courses. Freshmen will be required to elect five courses, and no regular student will be allowed fewer than thirteen nor more than sixteen credits per semester without permission of the dean and the chief adviser. A charge of \$20 a semester is made for each credit above sixteen.

Choice of Major During registration for the sophomore year, a student is required to indicate his choice of a major. Normally the instructor who advises the student at that time is retained during the remainder of the four year course unless the major is changed. In the event that a student majors in more than one department, all advisor's cards, drop cards, and the like must be approved by the advisors in each major department. The adviser should bear in mind that the student must take a minimum of 24 credits in the major department and not more than 42 in this or any other department. Variations in the stated requirements for a major may be approved by the appropriate department and division heads, provided all authorized exceptions are presented in writing to the registrar and provided, also, that the minimum requirement of 24 credits is met. Furthermore, it is required that not less than 24 nor more than 36 credits shall be completed in such cognate courses in various departments as the major department may specify in order to have a unified field of study. In addition, each student is required to elect the following before graduation:

Group A. Two semester courses or one full year course chosen from among the following: English, American, and the foreign literatures, Fine Arts, Philosophy, Religion, and any courses of a literary and cultural rather than a technical character in Drama, Music, and the foreign languages. (Courses that have been approved for the purposes of this requirement are designated § under courses of instruction in the catalogue).

Group B. Two semester courses or one full year course from the following: Economics, History, Political Science, or Sociology.

Group C. Two semester laboratory courses or one full year laboratory course in *one* of the following departments: Biology, Chemistry, Geology, or Physics.

Election of Courses—Limitation Freshmen may not elect more than one course in a subject in a single semester, sophomores not more than two courses in a subject per semester, and juniors and seniors not more than three courses in a subject in a semester.

Change of Major A student who for any reason is not satisfied with his first choice of a major may, before the end of his fourth semester, change to another subject, but assurance should first be obtained from the department to which the change is proposed that the student will be able to meet its requirements in the remainder of his course. After the close of the fourth term, changes in a major subject will be allowed only for exceptional reasons and with the consent of the chief adviser.

Change of Courses No change in studies will be allowed during the first week of the classroom work except by the permission of the adviser. During the second week of classroom work a change may be made only with the permission of the adviser, chief adviser, and the instructor involved, and the payment of a fee of five dollars. For making a change during the third week of classroom work, the permission of the adviser, chief adviser, and the instructor, and a fee of \$10 will be required. The fee in each case must be paid to the treasurer before the new admittance card is given to the instructor. After the third week of classroom work no change may be made except within a department and upon the initiative of the instructor. No refund of

fees for extra courses or for the use of laboratories will be allowed after the second full week of the term.

Study Abroad It is the policy of the College to encourage students to spend one of their four undergraduate years in a foreign institution, provided that advance approval has been obtained from both the student's advisor and from the administration committee. However, the year must be taken prior to the senior year and the foreign course either must be under the supervision of a recognized American institution or the final examinations given and the credits granted by the foreign institution must be comparable to our own.

MIT Plan A student interested in the MIT plan, under which he may complete three years of prescribed work at Middlebury, enter the Massachusetts Institute of Technology, and receive degrees from both institutions at the end of five or six years, should be referred to the chairman of the MIT plan committee at the beginning of the freshman year.

Pre-Professional School Plan A student interested in the pre-professional school plan, under which he may complete three years at Middlebury, enter a professional school, and receive the Middlebury degree upon receipt of the professional degree, should be referred to the chairman of the pre-professional school plan not later than the end of the freshman year.

Probation Students Advisers are particularly asked to counsel students on probation. Students on academic probation are restricted to participation in extracurricular activities not involving absence from classes. Any student who has failing grades at the same time in two subjects is ineligible to participate in any extracurricular

activity for the remainder of the semester and will be placed on academic probation for that semester. Students placed on disciplinary probation usually forfeit all cut privileges and will receive such other penalties as the dean or administration committee may prescribe. However, a student placed on academic probation at the end of the college year may be removed from probationary status by presenting a satisfactory transcript of not less than ten acceptable credits from another approved institution.

Honors Advisers should consider it their responsibility to inform their advisees regarding requirements for senior honors work and encourage them to apply for honors. For details of this program, please examine Appendix I.

4. Examinations

Frequency of Examinations Faculty members are expected to give tests and examinations or to make assignments which will evaluate a student's comprehension at frequent intervals so that both faculty and students will have a clear conception of progress in the course. The College wishes to avoid any accusation at the end of a semester that a student had been doing inferior work but that the instructor had provided no evaluating information which could serve as an advance warning.

Reports to Deans Faculty members are required to report to the deans not only the grades of all probation students within ten days after each preannounced test but also they are expected to report at any time during the semester the standing of those students who are doing unsatisfactory work. Class report forms may be used for this purpose. Unless reports are received, it will be assumed by the deans' offices that students are doing satisfactory work.

Preannounced Test Instructors are required to give a minimum of one one hour examination or its equivalent in each course not later than

November 15 and April 1 of each semester. This examination may be a preannounced test from which no student may be absent except by permission of the dean. Preannounced tests must be announced to the class one week in advance. They may not be scheduled on a Saturday. An unexcused absence from a preannounced test will result in a failure for that test.

Permission for Special Examinations Arrangements for an examination to be taken by a student not at the regularly scheduled time or place because of illness or other exigencies are subject to prior approval of the deans. The grade for this examination will be final and may not be altered by subsequent events or re-examination.

Thesis A thesis in lieu of a final examination is permissible only in courses designated 30 to 50 in the catalogue. If this procedure is elected, the registrar and the students enrolled in the course must be informed not later than at the end of the first month of classes.

Final Examinations Final examinations must be given during the final examination period in all subjects except required physical education and those courses designated 30 to 50 in which theses are required in place of the final examination. Instructors are expected to provide sufficient copies of the final examination questions and blanks for all members of the class and to be responsible for distributing them before and collecting them immediately following the examination. Instructions on the examination papers should be explicit and accurate, since no general oral announcement to students is permitted after the examination period has begun. Faculty members should require students to occupy the examination desks assigned them by the registrar

and to see that they remain at the assigned desk until the examination is completed. Only such material as is necessary for the examination is allowed on the desk. Students are not granted permission to leave the examination room for smoking or other unnecessary reasons. If momentary absence is necessary, the student should be accompanied by a faculty proctor.

Examination Proctors The head proctor has charge of the examination room during the examination period. His duties include such matters as assigning faculty proctors to their duties, granting permission to students to leave the room, and starting and closing the examination according to schedule. Proctors are required to serve at the times designated by the registrar unless advance arrangement for exchange with another faculty member is made with the registrar. Proctors are expected to give their attention solely to proctoring during the examination. Unnecessary conversation with other proctors should be avoided.

General Examinations At the end of his college course, each student must pass a general examination in the subject of his major field. Each division and department will announce its aims of over-all correlation in terms of its own subject matter, choosing one of three procedures to attain its stated objectives. For the objectives, details, and implementation of this program of general examinations, please see Appendix II.

5. Grades

Grade Cards Final grades at the end of each semester should be reported to the registrar's office on the official class cards which are furnished at the beginning of the term. These grades should be in numerical form except that an F may be reported for any grade below 60. There is no system of assigning arbitrary weights to grades. All grade

cards should be signed by the instructor and delivered to the registrar's office by the time which the registrar has specified. A faculty member who fails to meet this deadline will be reported within 24 hours to his department head. If the grades are then not received within 24 hours, the division chairman will be notified. If there is no response within another 24 hours, the president will be so notified. Grades of incomplete should be approved by the respective deans before being submitted to the registrar. Instructors are not to give out final course grades to students.

Scale Scholarship is graded on the scale of 100 per cent, 60 per cent being passing. Grades are to be interpreted as follows: A grade from 90 to 100 represents exceptional brilliance, thorough and consistent industry, and a broad understanding of the background of the course. A grade from 80 to 89 is an honor grade and represents the work of those students who by greater ability, greater powers of application, better backgrounds, or all of these, are able clearly to distinguish themselves from the majority of students. A grade from 70 to 79 represents work which ranges from mediocre to that which is satisfactory but without distinction. A grade from 60 to 69 represents doubt on the part of the instructor as to whether the student is profiting by the course. This grade may be due to lack of industry or lack of ability. It represents the border-line between passing work and failure. A grade below 60 represents a failure to meet the responsibilities of the course.

Incompletes When a student is absent from a final examination and his absence is excused by the dean, or when the instructor is satisfied that there is a justifiable reason for his not having completed the work of a course, a grade of incomplete may be given with the consent of the dean concerned. An incomplete may be changed to a numerical grade any time before the end of the following semester, whenever the work of the course is completed to the satisfaction of the instructor. If the course is not completed

within this time limit, a grade of failure will be recorded unless an exception is allowed by the dean.

Grade When Absent From Preannounced Test A student taking an unexcused absence from a preannounced test will be given a failure in that particular examination and may not be given a make-up by an instructor at some later date.

Change in Grades No change in a final grade recorded with the registrar may be effective until it is approved by the faculty. Any request for a change is presented in writing to the dean with the endorsement of the departmental chairman. The dean will present the request to the administration committee which will then make a recommendation to the faculty. Changes will be made only in case of clerical error or clear injustice to a student.

Reports on Probation Students Faculty members will report the course standing of probation students to the dean concerned within ten days after each preannounced test. They will also report to the dean at any time during the semester the standing of any students who are doing unsatisfactory work. Class report forms may be used for this purpose. It will be assumed by the deans that students are doing satisfactory work unless reports to the contrary are received.

6. Extracurricular Activities

Restrictions Upon Probation Students Students on academic probation are not excluded from extracurricular activities but are restricted to participation in activities not involving absence from classes. In the case of probation students who are on athletic teams, this regulation is further interpreted to mean that they may participate in home contests only. Reports from two instructors that a student is doing unsatisfactory

work will disqualify him from further participation during the semester. Upon recommendation of an instructor, the dean may curtail voluntary attendance privileges of any student whose work is suffering as a result of over cutting.

**Off-Campus
Activities**

Instructors planning academic or extra-curricular trips which include women students should consult the dean of women about chaperons, reservations, transportation, and hours. No student or group of students representing the College is allowed to engage in any public performance, contest, or exhibition away from Middlebury unless permission has previously been given by the dean concerned.

**Late
Permissions
for Women**

When planning activities which would keep women students out after the dormitories close (10:00 p.m. week days and Sundays, 12:30 p.m. Saturdays), instructors should request late permission for the group from the dean of women in advance and submit to her office a list of the students concerned.

Chaperons

In addition to serving as formal advisers to students on academic matters, faculty members are expected to share the responsibility of counselling students on personal and extracurricular matters and of calling to the attention of students any obvious breaches of accepted social procedure. The deans are responsible for student discipline and the social director for organization of undergraduate social functions, but faculty members should expect to serve as chaperons for social affairs several times during a semester. Members of the faculty, the administration, the board of trustees, and their wives are official college chaperons. Any others must be approved by the deans. Chaperons are considered guests of the organization, but should be on guard against infractions of college rules and approved social practices. Any infractions should at once be called to the attention of the student social chairman, and, if warranted, reported to the college social director or to the deans.

Faculty Council

Be It Resolved That the Faculty of Middlebury College with the concurrence of the President shall create a Faculty Council with purposes, functions, composition and procedures as hereinafter prescribed:

Art. I Purpose: The purpose of the Faculty Council shall be to promote and maintain constructive and harmonious relations between the Administration and the Faculty for the good of Middlebury College.

Art. II Function: The Council shall function as a body advisory to the President. It shall endeavor to identify and ameliorate conditions inimical to the welfare of the College and to anticipate situations likely to lead to misunderstanding. It shall serve generally as a channel of communication between the Faculty and the President. Its Sub-Committee on Tenure and Promotions shall advise the President in each case where reappointment, promotion, or dismissal of a Faculty member is under consideration.

Art. III Composition: The Council shall be composed of six members, of whom at least three shall be full professors. These members shall be appointed by the President from a list of nominees presented to him by the Faculty, having been prepared as specified below.

Sect. 1. In the first instance, each member of the Faculty may propose in writing the names of five Faculty members of professorial rank and the names of five other members of the teaching Faculty of any other rank. These proposals shall be tabulated by the Secretary of the Faculty and the five names in the first list having the highest count, and the ten names of the combined lists having the highest count shall be submitted to the President, provided that no person shall be declared nominated unless he shall have been designated by at least one-tenth of the Faculty.

Sect. 2. From the five names on the first list, the Presi-

dent shall appoint three as the Sub-Committee on Tenure and Promotions. From the remaining names on the list of ten, the President shall appoint three to complete the Faculty Council.

Sect. 3. At the first meeting of the Council, the members of the Sub-Committee on Tenure and Promotions shall determine by lot which of its members shall serve for one, which for two, and which for three years. The remaining members of the Council shall likewise determine their respective terms.

Sect. 4. In subsequent years, at the last regular meeting of the academic year, the Faculty shall name six Faculty members of professorial rank and six other members of the teaching Faculty of any other rank in a preliminary qualifying ballot. The Secretary of the Faculty shall present in alphabetical order the names of the six nominated in each category later in the same meeting and from each of these lists each Faculty member shall vote for three. From these nominations the President shall appoint one member of the Sub-Committee and one member of the Council at Large, except that no person shall be declared nominated unless he shall have been designated by at least one-fourth of the Faculty. The members so appointed shall serve for three years. Tabulations of the voting shall be made by the Secretary of the Faculty with an assistant designated by the President, and the Secretary of the Faculty shall inform the President as to the count of the vote.

Sect. 5. Whenever a vacancy occurs on the Council, the Faculty shall, at its next regular meeting, nominate three members of appropriate rank by the procedure prescribed in Art. III, Sect. 4. The President shall appoint one to fill the vacancy. If the vacancy is of a temporary nature, the original appointee shall fulfil his term of office upon return to an active status on the Faculty.

Art. IV Procedure:

Sect. 1. The Council shall meet with the President at

least once a month, and may, through its Secretary, request meetings with the President at other times.

Sect. 2. The Council, at its first meeting of each academic year, shall elect a Secretary from among its members. The Secretary shall keep permanent records of all Council proceedings, and shall act as Chairman in the absence of the President.

Sect. 3. At the request of any member of the Council, a formal vote on any matter under consideration shall be taken and recorded.

Sect. 4. Where the Council is charged by the Faculty to consider a specific situation, it shall report to the first Faculty meeting following completion of its consideration.

Sect. 5. Any member of the Faculty may request the Council to take a matter under advisement, or request the Council for a report on any matter it has had under advisement.

Art. V. Upon approval of this resolution, the Faculty Council shall be declared in existence, and the Faculty shall proceed immediately to designate its nominees.

Regulations Concerning Appointments, Promotions, and Dismissals*

Assistants and Instructors The original and all subsequent appointments at this rank shall be for one year only. The total length of service in either position may not exceed four years. Not later than February 15 of each such year of service, all Assistants and Instructors shall be notified in writing as to whether or not they will be reappointed.

Assistant Professors The first appointment shall be for one year only. Not later than February 15 of the first year of service, written notice will be given to such Assistant Professors, stating whether or not they will be reappointed. Reappointments may be made for additional terms, with notice given as above, provided the total of these terms does not exceed five years. Only in special cases, and by specific action of the Trustees, may appointment to this same rank be made for still additional terms.

Associate Professors The original appointment shall be made for a term not exceeding three years. Reappointment may be made for two terms, no term to be in excess of three years each. Not later than December 15 of the last year of engagement, such Associate Professors shall be notified in writing as to whether or not they will be reappointed. In special cases and by specific action of the Trustees, Associate Professors may be appointed without limit of tenure.

*Except for paragraph five on recommendations for appointment, promotion, and dismissal, the following represents a synopsis of the regulations adopted by the Trustees on January 16, 1942.

Professors If promoted from a lower rank in Middlebury College, a Professor will ordinarily be appointed without limit of tenure. If entering the Middlebury faculty from another institution, a Professor may be appointed either with or without limit of tenure. If on a term appointment, the Professor will be informed in writing, not later than December 15 of the last year of engagement, whether or not he will be reappointed.

Recommendations for Appointment, Promotion, and Dismissal Before a reappointment, promotion, or dismissal is made under these regulations, each department head must forward his written recommendations to the President in advance of the above notification dates. The President shall then consult with the Sub-Committee on Tenure and Promotion of the Faculty Council before submitting his recommendations to the Trustees.

Reviewal by the Trustees The Trustees retain the right and recognize their duty to review the status of a member of the faculty with respect to rank and salary, or to remove any member when, in the opinion of the Trustees, such review or removal is desirable. Any member of the faculty being considered for removal, is entitled, upon request, to a hearing by the Trustees or a committee of the Trustees, a portion of the hearing to be conducted in the absence of the President if so desired.

Regulations Concerning Retirement and Annuities*

Normal Retirement Age Retirement shall normally take place at (a) the end of the fiscal year in which the incumbent reaches his or her sixty-fifth birthday; (b) the end of the preceding fiscal year if the incumbent's birthday should fall between July 1 and October 1. (Note: For special cases, please see the complete regulations).

Basis of Retirement Plan The deferred Annuity Policy Teachers Retirement Plan, of the Teachers Insurance and Annuity Association of America, is the basis of the Retirement Plan of the College.

Eligibility for Participation—Administration Any person holding the office of President, Dean of Men, Dean of Women, Librarian, or Registrar shall be eligible for participation in the Retirement Plan and such participation shall be a condition of incumbency. From time to time other such administrative officers may be designated by the Trustees as being eligible for participation in the Retirement Plan.

Eligibility for Participation—Faculty Any person holding an appointment as Professor or Associate Professor shall be eligible for participation in the Retirement Plan, and such participation shall be a condition of incumbency; although in special cases participation may be postponed for one year.

*The following represents a synopsis of the regulations adopted October 21, 1944. Complete copies of these regulations can be obtained from the office of the Business Manager.

Also any person holding an appointment as Assistant Professor or Instructor shall be eligible for participation in the Retirement Plan but usually* only after two full academic years and, upon becoming eligible, such participation shall be a condition of encumbency.

**Nature and
Extent of
Participation**

Each year the College shall contribute to the Teachers Insurance and Annuity Association of America for the purchase of a retirement annuity for each person who is eligible and participating an amount equal to five per cent of such person's annual salary and such person shall contribute each year an equal amount—or more, if he so elects—to the Association for this same purpose. The amount contributed by each person shall be deducted monthly from his salary, and together with the monthly contribution of the College, shall be paid directly to the Teachers Insurance and Annuity Association. Participation on the part of the College and of each person who is eligible and contributing shall cease upon the retirement of such person or upon the cessation of such person's services to the College. In the latter case all benefits acquired under annuity policies prior to the termination of service shall remain in the participant in whose name the policy is written and shall not be affected in any way by the termination of such participant's service. The obligation, however, of the College to contribute to the purchase of retirement annuities shall be neither greater nor less than its obligation to pay salaries.

Faculty Committees Objectives and Functions

General The following section contains a listing of those faculty committees which are appointed annually by the president. A brief statement has been made covering (A) the general objectives of each such committee and (B) the specific duties and functions which that particular committee is expected to perform. Also, wherever possible, the "ex officio" members of a committee have been noted. Since each of these committees is primarily an organ of the faculty-at-large, a common function of all committee chairmen will be the periodic submission to the president and faculty of all necessary reports and recommendations. Likewise, common to all of these committees is the function of responsible liaison between faculty and administration and the particular college interest concerned.

Administration (A) Objectives. To serve primarily as the executive committee of the faculty, with power to act, subject to final ratification by the faculty, on all matters within faculty jurisdiction. (B) Functions. To clear the faculty agenda of cases concerning individual students which do not need detailed consideration by the whole faculty; to hear appeals in individual cases from decisions by the deans; to take special action on those matters which cannot wait until the next faculty meeting. (C) "Ex officio" members: president, vice president, dean of faculty, dean of men, dean of women.

Admissions for Men (A) Objectives. To review the academic requirements in regard to men's admissions. (B) Functions. To act on those candidates for admission who do not meet the usual entrance requirements. (C) "Ex officio" members: director of admissions for men.

Admissions for Women (A) Objectives. To review the academic requirements regarding women's admissions. (B) Functions. To consider those applicants and courses failing to meet the prescribed requirements for admission. (C) "Ex officio" members: director of admissions for women.

Athletics (A) Objectives. To review athletic policies and yearly intercollegiate programs; to carry out those rules and regulations which the faculty has passed regarding the conduct of athletics. (B) Functions. To meet with the student athletic council; to interpret faculty regulations when an immediate ruling is necessary. (C) "Ex officio" members: none.

Calendar (A) Objectives. To prepare at least one year in advance an annual college calendar for faculty approval. (C) "Ex officio" members: registrar.

College Conference (A) Objectives. To bring to Middlebury annually a panel of outstanding national leaders to discuss the major current problems facing our democracy. (B) Functions. To meet with and to advise the student committee—with the end in view of obtaining a rounded panel of prominent leaders; to see that the student committee has made hospitable arrangements for the visit of these speakers. (C) "Ex officio" members: president.

Curriculum (A) Objectives. To make recommendations to the faculty for changes in or additions to particular courses of the curriculum. (B) Functions. To consider those specific requests for changes in individual courses which have been passed upon favorably by the appropriate department and division heads. (C) "Ex officio" members: dean of the faculty.

Educational Policy (A) Objectives. To give careful, continued, and long-term consideration to the major educational objectives of the College and to the ways in which the curriculum and academic organization of the College can best achieve these objectives. (B) Functions. To study both in this and other colleges such matters as the general education program, the various concentration and distribution requirements, general examinations, the scope and effectiveness of both departmental and interdepartmental majors, the honors program, the liberal arts versus vocational training dilemma; to consider individual courses or departmental procedures only if matters of general academic policy are involved; to make specific recommendations to the faculty through the departments or divisions concerned or through the regular standing committees; to cooperate with the student educational policy committee, frequently holding joint meetings with it. (C) "Ex officio" members: vice president, dean of the faculty.

Flanders Ballard Collection (A) Objectives. To aid and to advise the curator of the Flanders ballard collection on matters of general policy. (C) "Ex officio" members: none.

Freshman Counseling (A) Objectives. To improve and to make more effective the service which the College renders to freshmen both upon their arrival and during their first year; to guide their choice of courses; to orient them in the life of the College; to assist them to develop proper habits of study. (B) Functions. To secure a large number of good counselors from the college staff so as to decrease the burden on each one; to prepare the counselor to give good advice by furnishing complete and accurate information on all phases of his task; to increase the informal as well as official points of contact between counselor and student. (C) "Ex officio" members: dean of faculty, dean of

men, dean of women, director of admissions for men, director of admissions for women.

Graduate Work (A) Objectives. To consider any problem relating to those graduate studies which are to be performed by a student at Middlebury during the regular academic session. (B) Functions. To approve candidates and the programs which they take in fulfillment of degree requirements; to exercise general supervisory powers over graduate programs at the College. (C) "Ex officio" members: registrar.

Library (A) Objectives. To see that the library is kept abreast of the expanding needs of the College from the viewpoint of both undergraduates and faculty. (B) Functions. To pass upon the departmental library budgets which are annually submitted to the librarian by each department head; to advise upon any changes in library regulations; to consider plans for enlarging present library facilities. (C) "Ex officio" members: none.

M.I.T. Plan (A) Objectives. To supervise the programs of those students who intend to follow the combined plan of study with M.I.T. (B) Functions. To see that each student takes the proper courses to make feasible both his transfer to M.I.T. and the accomplishment of his ultimate objectives there; to keep up to date on any changes in the courses at either M.I.T. or Middlebury; to keep records on the progress of each student in the program; to submit final recommendations to M.I.T. as to the qualifications of each applicant. (C) "Ex officio" members: head of the physics department.

Pre-Professional Work (A) Objectives. To guide those students who, after three years at Middlebury, expect to enter a professional school of

graduate level under the pre-professional plan. (B) Functions. To determine the courses of study for all such students—excepting only those students preparing for M.I.T.; to keep records on the progress of each student in the program; to recommend to the administration committee a degree for those who satisfy the requirements under the plan. (C) “Ex officio” members: none.

Schedule (A) Objectives. To prepare for each semester a mimeographed schedule of the time and meeting place of all college courses. (B) Functions. To schedule courses in such a way that majors may take the required departmental courses, the cognate courses, and the recommended courses in the sequence suggested by their major department; to offer the greatest possible freedom of choice in elective courses; to have the courses so scheduled that most students may balance their program over the two daily sequences; to provide a similar balance for instructors’ schedules; to have rooms of the necessary size at each hour for the classes scheduled; to rotate the schedule continually from year to year so that no courses become set at one hour. (C) “Ex officio” members: registrar.

Veterans Affairs (A) Objectives. To consider the special problems which may arise in the case of veteran students. (B) Functions. To approve credits earned in service; to authorize grants-in-aid; to recommend candidates for veteran’s degrees to the administration committee; to act upon any other exceptions to college regulations and procedures which seem warranted in view of a student’s status as a veteran. (C) “Ex officio” members: dean of men.

Miscellaneous Information

Admittance to Plays and Athletic Contests (a) Tickets to student dramatic performances can ordinarily be obtained by calling the College Playhouse or by contacting one of the student ticket agents. For most performances by the College Players seats are reserved. (b) To insure admittance to all home athletic contests, an identification card should be obtained from the office of the director of athletics before the first home game. There is no charge for this ticket. Seats to college games are not reserved.

Commencement Program (a) Academic Procession. It is expected that on graduation day all members of the faculty will participate in the academic procession. If a faculty member is unable to participate in this procession, the president should be so notified. (b) Barbeque. All faculty members and their families are invited to the reunion luncheon which is usually held on Saturday of commencement weekend. Tickets should be obtained in advance for this luncheon at senior commencement headquarters. (c) Caps and Gowns. Those faculty members not owning caps and gowns for the academic procession may rent these through the college bookstore. Orders should be given at least six weeks in advance of commencement weekend. (d) Tickets. Those faculty members desiring tickets to the commencement exercises for their family may obtain these from the senior commencement headquarters. When the exercises are held in Mead Chapel, it may be necessary to limit each faculty member to one ticket.

Concert and Lecture Series This program features outstanding artists who are brought to the campus under the supervision of a special faculty committee. Faculty members who wish to attend these performances may obtain season tickets at the Music Studio.

Cosmos Club Most faculty and staff families belong to the Cosmos Club, which is solely a social organization. Throughout the regular college session, it sponsors a variety of monthly parties for its members and their guests. Annual dues are one dollar per member or two dollars per couple. All new faculty members are invited as guests of the Cosmos Club at its first Fall party.

Departmental Budgets for Books, Equipment, and Travel

At the start of the Spring term, budget estimate sheets will be sent to each department head to be filled out by him and returned to the office of the business manager. On the basis of these estimate sheets, departmental budgets are developed and subsequently passed upon by the budget committee of the board of trustees. (a) Book Allowance. Provision will be made in each departmental budget for a book allowance. This allowance is automatically based upon 10 per cent of the preceding year's budget allotted by the college library for the purchase of books for that particular department. (b) Equipment. Requests for additional equipment should be made at the time the annual budget is submitted. It is desirable that a statement be included listing the major items and their estimated costs. (c) Travel Allowance. Included in the departmental budget is a travel allowance at the rate of fifty dollars for each member in the department with the rank of assistant professor or higher. This allowance will be administered by the head of the department. It will be used only for attendance at professional society meetings. Each person going on a trip for the College will be given a travel expense book in which expenses will be detailed. At the time a request for reimbursement is made, this expense book must be submitted to the business office together with receipted copies of hotel bills. Where necessary an advance against travel expenses may be obtained.

Faculty Meetings (a) When the College is in session, the faculty usually meets on the third Tuesday of each month or whenever else a session is called

by the president. (b) Many members of the faculty also belong to the Middlebury chapter of the American Association of University Professors. Meetings of this organization are held monthly.

Home Work— Although the amount of time required
General Policy for thorough preparation varies in the case of individual students and for different courses, it is generally expected that each student will allow at least two hours of preparation for each hour of classroom recitation.

**Hospitalization,
Medical, and Surgical
Group Insurance** Many members of the faculty and staff are eligible for medical and surgical as well as hospitalization insurance benefits under the New Hampshire-Vermont Blue Cross group insurance program. Under this program monthly premiums are deducted by the college treasurer from an individual's salary and sent directly to the home office of the organization. Application can be made for participation in this program through the business manager's office.

Housing (a) College Owned Houses. As a general policy it is expected that each faculty member will make provision for his own housing needs. Nonetheless the College does own certain houses which from time to time become available for rental. When a vacancy develops in a particular college owned house, a faculty member will receive consideration for that house only if he has filed a letter in advance with the office of the business manager, stating his particular needs and wishes in the matter of housing. In so far as is possible this preference list will be followed in the assignment of college owned houses. (b) Summer Rentals. If a faculty member plans to be out of town during the summer months and wishes to sub-let his quarters, the office of the summer schools will be pleased to provide the names of interested parties.

Library (a) Hours. During the regular college session, the hours during which the library is open are as follows:

<i>Mon.-Fri.</i>	<i>Saturday</i>	<i>Sunday</i>
7:50-12:20	7:50-12:20	***
1:30- 5:00	1:30- 5:00	2:00- 5:00
7:00-10:00	***	7:00-10:00

(b) Reserve Books. If a faculty member wishes to have a book put on reserve, he should fill out the appropriate library form which is sent to all instructors in September. It is desirable that a minimum of forty eight hours notice be given to the library for this purpose. According to faculty regulations, an instructor should place on reserve only those books which involve a definite assignment or which have circulated at least five times when previously put on reserve.

(c) Book Budget. In addition to the departmental book allowance, each department has an annual library book budget which is administered through the head librarian. When orders for books are to be charged against a departmental library budget, these orders should be sent to the library through the department head concerned. (d) General. Except for magazines and new books, faculty members have the privilege of unlimited circulation. . . . Interlibrary loans are available for faculty and graduate students. . . . The library bulletin periodically announces a selected list of new books acquired. . . . Suggestions for new books are welcomed by the head librarian. . . . The Abernethy Room contains one of the country's best collections of American literature. . . . The Flanders ballard collection is unique in its field.

Publications Office All matters pertaining to publicity for the College should clear through the Publications Office. This office is also responsible for editing the various catalogues and bulletins of both the regular session of the College and of the summer schools. In addition, a faculty member may obtain the services of this

office in the mimeographing of examinations and such other course material as may be required. "Daily Notices," containing a variety of announcements, is also compiled, mimeographed, and distributed by the publications office as a service to faculty and students alike.

Student Educational Policy Committee

One of the objectives of the student committee has been a systematic rating of each faculty member based upon questionnaires circulated among the seniors. A confidential rating sheet has then been compiled and sent to each faculty member.

Student Publications

(a) "The Middlebury Campus," the college newspaper, is printed weekly and delivered free of charge to the office of each faculty member. (b) "Frontiers" is the student literary magazine, published once a semester. The magazine sells for fifty cents a copy. (c) "The Kaleidoscope" is the college yearbook, selling for five dollars a copy. It is usually published at the time of junior weekend in May. (d) The "Middlebury Handbook" is published annually, largely for the benefit of the entering class. It is a valuable source of information about campus organizations, traditions, and those college regulations which pertain to the student body.

Walker Furlough and Emergency Fund

In 1918 this fund of \$100,000 was left to the College under the will of Henry Freeman Walker, "To be safely invested and the income therefrom used to pay the salary of a member of the Faculty granted a leave of absence after seven years continuous service, or to a member of the Faculty cramped by expenditure because of illness or accident." Administration of the fund is vested in a committee consisting of the president, the treasurer of the College, and the dean of the faculty.

Appendix I—Honors Program

Commencement Honors Commencement honors are awarded for high scholastic rank for the four years of the college course. The degree of A.B. is conferred *cum laude* upon those who have attained an average rank, for the entire course, of 85 to 89 per cent; *magna cum laude* if that rank is 90 to 94 per cent; *summa cum laude* if it is 95 per cent or above. No student is eligible for these honors who has not done at least four terms' work in residence at Middlebury College.

Departmental Honors Departmental honors are awarded as an incentive to special work and a recognition of superior ability in the student's major field of work. Since there is considerable variation of the work of different departments, each department may provide for honors work in such of the following plans as is best suited to its particular requirements and methods of work.

Plan A. A candidate for honors is required to complete some assigned project or subject for individual study and investigation, and to pass a special examination by the department upon such project and related material. This examination may be written or oral or both. The honors program may include a thesis, but such thesis shall not be in lieu of the examination.

Plan B. A department may offer a special honors course to be taken by qualified students as one of the five courses of their senior year. Such a course will be of an advanced and comprehensive character.

Plan C. Honors may be awarded by a department by a unanimous vote of the department, and with the approval of the departmental heads of the division, to students who have distinguished themselves by outstanding achievements and a

high quality of work in their major field, even though they have not applied for honors or taken the honors program.

All departmental honors are subject to the following regulations:

1. Students desiring to work for honors shall consult with their major department at the end of their junior year, and earlier if possible, with the exception noted in Plan C, above.

2. In order to be eligible to work for honors a student must have a general average of 80 in his college course and an average of 80 in the department in which honors are sought. This average must be maintained during the senior year. To receive honors, a student must obtain a grade of 85 or above in the work comprehended in the honors program.

3. In order to receive High Honors, a student must have a general average of 85 in his college course, an average of 85 in the department in which honors are sought, and a grade of 90 in the work comprehended in the honors program.

4. A student completing satisfactorily an honors program under Plan A or Plan B (see above) in which an examination of broad scope is a part of the honors requirement, may by a vote of the department be exempted from the general departmental examination.

Announcement of Honors

These honors will be printed on the Commencement program and in the next annual Catalogue, and will be certified to, when requested, by a written certificate from the Registrar and the chairman of the department, stating the nature and quality of the extra work done.

Appendix II

General Examination Program

1. One of the important objectives of Middlebury College is to provide for each of its students a well-integrated and unified body of intellectual experience. It wishes not only to give them factual and technical knowledge, but it wishes to assist them in developing that deep and broad understanding which comes from the assimilation of knowledge and from a comprehension of all parts of their major field and its relationship to other fields.

2. With this objective in view, each Division and Department will define and announce its aims and objectives of over-all correlation and comprehension, in terms of its own subject matter.

3. Each Division or Department will decide upon the best method of attaining its stated objectives, choosing one of the following procedures, which will be required of its majors:

A. A General Departmental Examination, for which students will be prepared by seminars, conferences, discussion groups, reading lists, and other guidance.

B. A General Divisional Examination for which students will be prepared as in (A).

C. A Specially Designated Course, open only to seniors, given by the Department or the Division with the definite purpose of correlating and integrating the students' whole program of study in that field. This course, with its final examination, will satisfy the requirement.

4. At the end of his senior year, each student before receiving the A.B. degree must pass the General Examination or its equivalent as required by his major department. This requirement will become effective beginning with the Class of 1951.

5. Three points of credit toward the degree are allowed for passing the General Examination or its equivalent. In the cases where a Department requires a Special Correlating Course equal to a year course, six points of credit are allowed.

6. A Faculty Committee for the Coordination of the General Examination shall be appointed to counsel and aid the Divisions and Departments in their attainment of the over-all objective, to coordinate the programs of the various departments and appraise their effectiveness, to make recommendations to the faculty whenever it sees fit on general policy or specific details, and to recommend to the administration for corrective action any possible overloading of teaching time necessitated by this program or inadequacies of staff that would militate against its effectiveness.

7. Each Division or Department may set the dates of its General Examination at any time between May 15 and the day prior to the June final examination period.

8. Each Division or Department may, at its own discretion and in accordance with its own requirements, excuse students from final course examinations in their major field if they achieve a specified grade in the General Examination.

9. A student failing the General Examination or its equivalent is ineligible for a second examination until after the lapse of one academic year.

10. Students following a three year plan in combination with another institution, such as M.I.T., and whose work is approved by the appropriate faculty committee, are excused from this requirement.

Appendix III

Athletic Regulations

1. All regularly enrolled undergraduate men in good standing are eligible for participation in varsity sports after residence of one semester, except transfers who are eligible after residence of one year.

2. Students on academic probation are restricted to participation in home athletic contests not involving absence from classes. Students reported during a semester to have failing grades simultaneously in two courses may not participate in varsity or freshman athletics for the remainder of the semester.

3. Members of athletic teams may not be absent from college exercises on the occasion of any trip longer than the period covered in the manager's schedule as approved by the Director of Athletics.

4. The Dean shall have sole charge of all excuses for absences granted to players on the College athletic teams and the manager of the team must have previously obtained permission from the Dean.

5. No athletic contest shall be scheduled on Sunday.

6. The number of athletic contests during any season shall be limited as follows:

	<i>Total</i>	<i>Away</i>
Varsity Football	8	5
Freshman Football	5	3
Varsity Cross Country	6	4
Freshman Cross Country	4	3
Varsity Basketball	16	8
Freshman Basketball	12	6
Skiing	7	6
Hockey	16	8

Indoor Track	4	4
Baseball	16	8
Track	6	4
Tennis	10	6
Golf	10	6
Sailing	4	4

Note: Contests may be scheduled during vacation in excess of the above totals.

Rutland considered home contest for golf.

7. In no sport shall games be played during the semester examinations.

8. No home athletic contests shall be played before 3:30 p.m., except on Saturday afternoons and holidays, or by special permission of the Faculty Committee on Athletics and the Dean.

9. All candidates for athletic teams shall be given a physical examination at the beginning of each season, and no candidate may be a member of any team without a certificate of his physical qualifications.

10. All schedules of athletic teams are subject to the approval of the Faculty Committee on Athletics. Exceptions to the limitations in the number of contests or other athletic regulations may be made only with the approval of the Committee who will report each exception to the Faculty.

Appendix IV

Divisional Organization

I. DIVISION OF THE HUMANITIES

1. American Literature
2. English and Drama
3. Fine Arts
4. Music
5. Philosophy
6. Religion

II. DIVISION OF FOREIGN LANGUAGES

1. The Classics
2. French
3. German
4. Russian
5. Spanish and Italian

III. DIVISION OF THE SOCIAL SCIENCES

1. Contemporary Civilization
2. Economics
3. History
4. Political Science
5. Psychology and Education
6. Sociology

IV. DIVISION OF THE NATURAL SCIENCES

1. Biology
2. Chemistry
3. Geology, Geography, Drafting
4. Home Economics
5. Mathematics
6. Physical Education (Men)
7. Physical Education (Women)
8. Physics

Appendix V

The Charter of Middlebury College*

Incorporation of the College Know Ye, That I the said Isaac Tichenor by virtue of Authority in me vested, and in pursuance of a certain Act of the Legislature of said State passed the first day of November in the Year of our Lord eighteen hundred, entitled An Act incorporating and establishing a College at Middlebury in the County of Addison—do, by these Presents will, ordain, and grant, that there be, and there hereby is granted, instituted, and established, a College in the Town of Middlebury in the County of Addison in said State:—And that Mess. ' Jeremiah Atwater, Nathaniel Chipman, Heman Ball, Elijah Paine, Gamaliel Painter, Israel Smith, Stephen R. Bradley, Seth Storrs, Stephen Jacob, Daniel Chipman, Lot Hall, Aaron Leeland, Gersham C. Lyman, Samuel Miller, Jedediah P. Buckingham, and Darius Matthews, shall be an incorporate Society, or body corporate and politic, and shall hereafter be called and known by the Name of the President and Fellows of MIDDLEBURY COLLEGE—and that by the same name they and their successors shall, and may have perpetual succession; and shall and may be persons capable in Law to be impleaded, defend, and be defended; answer and be answered unto; and also to have, take, possess, acquire, purchase, or otherwise receive Lands, tenements, hereditaments, goods, chattels, or estate; to grant, demise, lease, use, manage, or improve for the good and benefit of the said College according to the tenor of the donations. . . .*

*Note: The following represents a somewhat abbreviated version of the original charter and its subsequent amendments.

**Power of
Appointment**

And I the said Isaac Tichenor do further will, ordain, and grant, that there shall be a general meeting of the President, and Fellows of the said College, in the said College House on the first Tuesday of November annually, or at any other time and place which they shall see cause to appoint, to consult, advise, and act, in and about the affairs and business of said College. . . . That the President and Fellows of the said College, and their successors, in any of their meetings assembled as aforesaid, may, from time to time, as occasion shall require, elect and appoint a President or Fellows, and a President or other chief executive officer of the corporation, who may, or may not, be the President of the College, and such other corporate officers as they shall find necessary; and also the same remove, from time to time, for any misdemeanor, unfaithfulness, default, or incapacity, six of the said Corporation, at least, concurring therein; and shall have power to appoint a scribe, or register, a treasurer, tutors, professors, steward, and butler, and such other officers, and servants as are usually appointed in Colleges and Universities, as they shall find necessary and think fit to appoint, for promoting good Literature, and well ordering and managing the affairs of said College; and them or any of them, at their discretion, to remove.

**Power to
Prescribe Oaths**

And to prescribe and administer such forms of Oaths, not being contrary to the Constitution and laws of this State, or of the United States, as they shall think proper to be administered, to all those Officers and Instructors of the said College, or to such, and so many of them as they shall think proper, for the faithful execution of their respective places, offices, and trusts.

**Government
of The College**

And that the said President and Fellows shall have the government, care and management of the said College, and of all matters and affairs thereto belonging; and shall have

power from time to time, as occasion may require, to make, ordain, and establish all such wholesome and reasonable Laws, rules, and ordinances, not repugnant to the Constitution, and Laws of this State, or the United States, as they shall think fit and proper for the instruction and education of the Students, and ordering, governing, ruling, and managing the said College, and all matters, affairs and thing thereto belonging; and the same to repeal and alter as they shall think fit, which shall be laid before the LEGISLATURE of this State as often as required, and may also be repealed or disallowed by the said LEGISLATURE when they shall think proper. . . .





